**Pamela Campbell**

12 Passage Fort. St. Catherine, Jamaica. (876) 654-8798

November 11, 2018

Human Resources

Overland Park Regional Medical Center

34 Seymour Avenue

Kingston

Dear Recruiter:

I picked up a back issue of the Stars newspaper on my last visit to the city and noticed your advertisement for a Sterile Services Technician. Even though this position is probably filled by now, I hope you will consider me for similar future openings and have taken the liberty of including my resume. My family and I will be moving back to the Kingston area in January, but I could be available with as little as two weeks notice.

As you will see in my resume, I have spent the last nine years as an instrument technician in a community hospital here in St. Catherine. I have been totally responsible for the sterilization of surgical instruments and equipment for six operating rooms. In 2007, I completed the Pursue University Certificate Registered Central Service Technician course and passed the national exams. Since then, I have kept my certification up to date with 12 CEUS per year.

The enclosed resume will provide you with more information regarding my experience and accomplishments. I would welcome the opportunity to speak with you in person or over the phone to further discuss how my skills could meet your needs. I look forward to hearing from you soon.

Sincerely

Pamela Camp

Enclosure